Conflict Management and Mitigation (CMM)
Annual Program Statement (APS)
Bidders' Conference

February 24, 2012, 1-4pm
February 27, 2012, 9am-12pm
US Embassy
Kathmandu, Nepal

Presentation Outline

I.   Democracy and Governance Office (DGO) Overview

II. CMM Overview

III. Walk through the CMM APS

   A.   Objectives and Scope

   B.   Award Information

   C.   Applicant Eligibility

   D.   Application and Submission Instructions

   E.   Award and Administration Information

   •   Pre-Award Survey (Separate Presentation)

   •   Types of Grants

IV. Timeline

V.   CMM APS 2011 Observations

VI. Questions and Answers

I. Democracy & Governance Office Overview: Objective

DG Objective: Citizen Participation in the Democratic Transition Strengthened

Result 1:
People better able to participate in the political process

- Effective **democratic institutions** (political parties, election commission & legislature)
- Broader participation in **credible elections**
- Citizens informed about **transition** issues

Result 2:
Targeted communities better direct their development

- Communities implement **inclusive development** projects
- **Local government** units supported in transition
- Communities **resolve local disputes**

Result 3:
Services provided to TIP vulnerable populations strengthened

- **Prevention** efforts expanded for all vulnerable populations
- **Protection** services strengthened for survivors of trafficking
- Traffickers **prosecuted** effectively

I. Democracy & Governance Office Overview: Project Summary

Current Projects	Implementer	Total	Period	Results Targeted
Monitoring Nepal's Peace Process and Constitutional Drafting	The Carter Center	$ 1 million	Sep 09 - Oct 12	1) Support peace and constitution drafting process
Strengthen Political Parties, Electoral, and Legislative Processes	National Democratic Institute and IFES	$23.9 million	Aug 10 - Aug 15	1) Democratization of political parties and parliamentary processes; voter education and registration
Nepal Peace Support Project	The Asia Foundation	$ 2. 7 million	Feb 09 - Aug 12	1) Advance Nepal's Peace Process the Political Party dialogues
Fostering Understanding, Cooperation between Conflicting Groups	Saferworld	$1.14 million	Apr 12 - Mar 15	2) People-to-people alternative dispute resolution, local development and peace building
Sajhedari Partnership for Local Development	TBD	TBD	Jun 12 - May 17	2) Ensure that targeted communities better direct their local development
Combatting Trafficking in Persons	The Asia Foundation	$ 6.8 million	Aug 10 - Jul 15	3) Reduce TIP in Nepal and protect the rights of victims

I. Democracy & Governance Office Overview: Activities Map
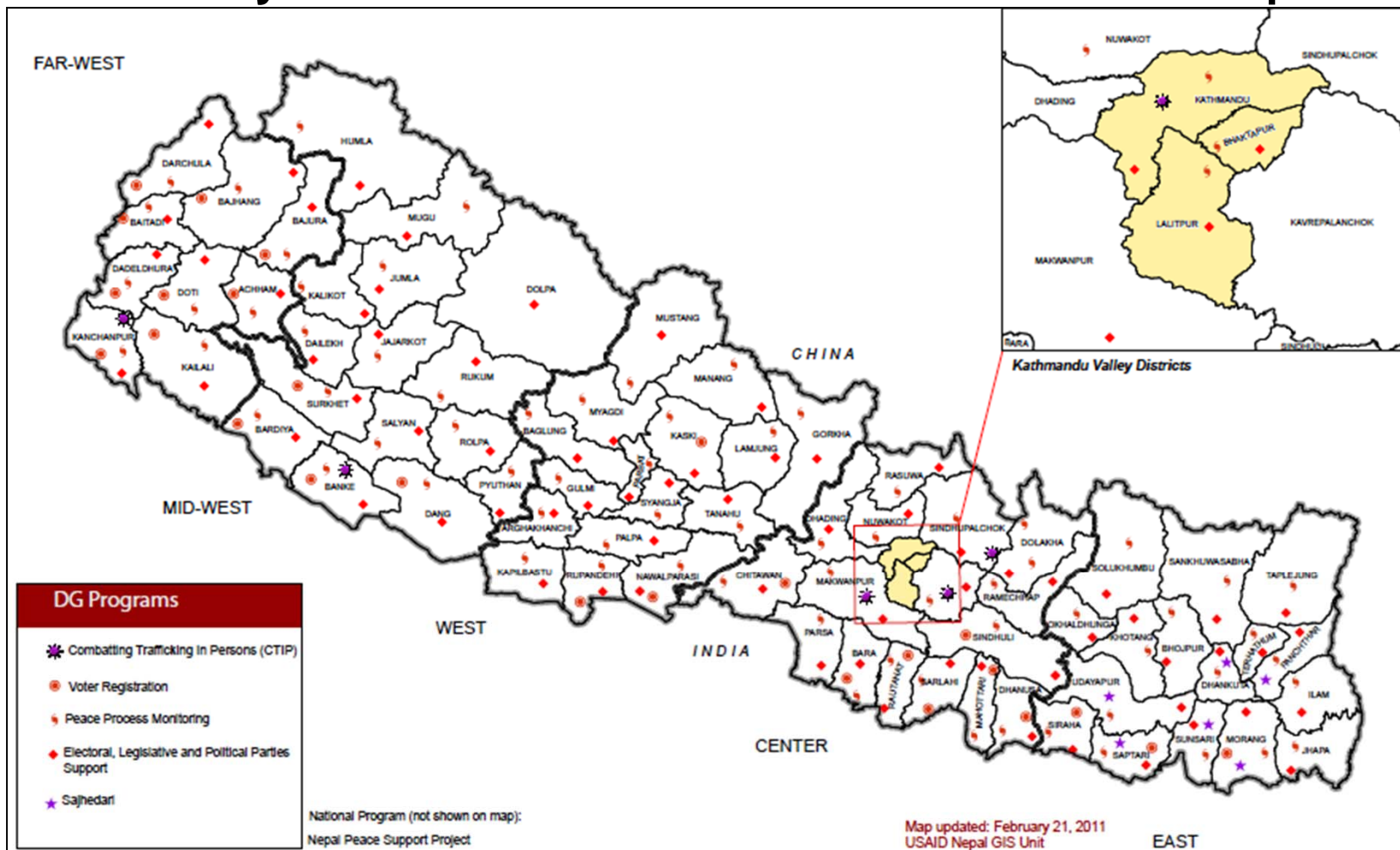
II. Conflict Mitigation & Management (CMM) Office Overview

- *CMM is found in USAID/Washington's Bureau for Democracy, Conflict and Humanitarian Assistance (DCHA)*

- *USAID Missions support CMM's efforts to:*
  – Identify and analyze sources of conflict
  – Early response to address the causes and consequences of instability and violent conflict
  – Integrate conflict mitigation and management into USAID's analysis, strategies and programs

- *CMM and Missions' Implementation*
  – Conducting Conflict Assessments
  – Developing Cutting-Edge Toolkits
  – Supporting Conflict Management Programs
  – Outreach & Training

II. CMM Overview: Reconciliation Fund History

- Established in 2004 as a central source of funding for people-to-people reconciliation

- Expanded globally in 2010 via an annual APS

- Participant countries invited changed, Nepal in both

- CMM/DCHA and USAID Mission-level project management

- 183 awards for $116 million in 35 countries

- Evaluation of the Reconciliation Fund launched in 2012

III. Walk through the CMM APS

A. Objectives and Scope

B. Award Information

C. Applicant Eligibility

D. Application and Submission Instructions

E. Award and Administration Information

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A. APS Objectives and Scope

- Objective: Make strides in overall goal of conflict mitigation, peace, and reconciliation in selected eligible conflict affected countries.

- Scope: Nepal Specific Guidance

  - *Who – target communities that are unstable and conflict-affected such as communities hosting:*
    - Internally displaced people
    - Ex-combatants
    - Disqualified combatants
    - Squatters ("tillers")
    - Landless
    - Owners of property seized by Maoists

  - *What – engage in one or more of the following areas:*
    - Communal tensions/conflicts
    - Vulnerable populations
    - Resource-based conflict

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B. Award Information

B. Award Information

- **Program Duration:** 12 - 36 months (1-3 years)

- **Total World-Wide Funding:** $15.5 million for all participating countries (apart from West Bank/Gaza)

- **Anticipated Number of Awards:** multiple grants and cooperative agreements to be determined

- **Award Size Thresholds:**
  - Local Organizations only: $100,000 – $500,000
  - All Organizations: $500,000 – $1,200,000
  - No limit on number of applications any one organization may submit.

- **Cost Sharing/Matching:**
  - Not required but increases competeveness

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C. Applicant Eligibility

- The applicant must work in a country listed by the CMM APS (includes Nepal)

- The CMM APS is open to:
  - Non-Governmental Organizations
  - Private Voluntary Organizations
  - Public International Organizations
  - Consortiums of the above organizations

- USAID encourages organizations that have never worked with USAID before to apply
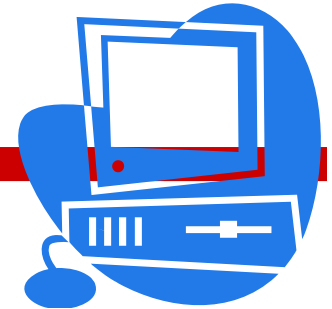
D. Application & Submission Requirements: Format

SUBMIT ELECTRONICALLY

- Use Adobe PDF, Microsoft Word, Microsoft Excel ONLY
- Send 2 Files:
  - **Technical file name:**
    - Nepal – Organization Name - TECHNICAL-APS- **OAA-12-000001**
  - **Cost File name:**
    - Nepal – Organization Name- COST-APS- **-OAA-12-000001**
- Email
  - Subject Line: Nepal-Organization Name-Project Title
  - Email Body: Full title of application and full applicant contact info
  - Send to: **CMMAPS@usaid.gov** and **sashrestha@usaid.gov**
  - DCHA/CMM will confirm receipt

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D. Application & Submission Requirements: Format, cont.

Technical Section + Cost Section + Attachments = COMPLETE APPLICATION		
Section	**Details**	**Page Limit**
Technical Section		12
Cost Section	< 500 K	3
	> 500 K	5
Technical Attachments	*Do not count towards Technical Section page limits*	
	Key Personnel CVs - 3 CVs max	3 per CV
	First Year Activity Plan	3
	M&E Plan	3
	Past Performance References - 3 max	1 per reference
	Proof of Local NGO Status	include if applicable
	No other attachments will be considered	

➤ *Submit in English & USD*
➤ *Refer to APS Section 4 for spacing, margin, font details*

D. Application & Submission Requirements: Technical Application

Cover Page + Executive Summary + Technical Narrative = Technical Application

1 page + 1 page + 10 page limit = 12 page total

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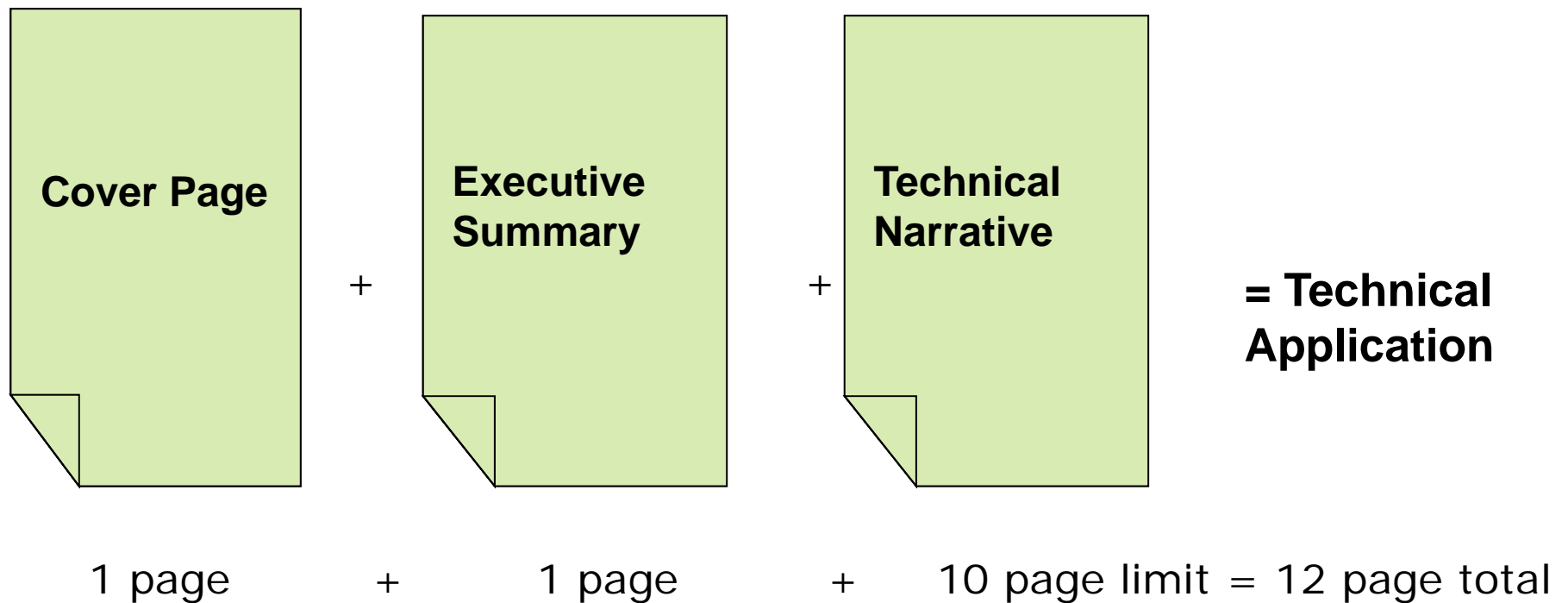
D. Application & Submission Requirements: Technical Application

COVER PAGE

- ✓ APS-OAA-12-000001
- ✓ Organizations involved (*prime identified*)
- ✓ Application Title
- ✓ USAID Mission Submitted (*USAID/Nepal*)
- ✓ Country Name (*Nepal*)
- ✓ Indicate cross-border if applicable
- ✓ Sub-partners if applicable
- ✓ Qualified Local Org. if applicable
- ✓ POC & complete contact info
- ✓ provide individual with negotiation authority

D. Application & Submission Requirements: Technical Application

Executive Summary
- ✓ Summarize key elements of tech narrative
- ✓ State total funds requested ONLY
- ✓ Note any cost sharing and/or public-private partnerships

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D. Application & Submission Requirements: Technical Application

Technical Narrative
- ✓ **Approach & Methodology**
  - Context & Conflict Analysis
  - Gender Integration
  - Theory of Change
  - People to People Approach
- ✓ **Implementation Plan**
  - Do-No-Harm
  - Local Engagement & Sustainability
    - Capacity Building Plan
- ✓ **Performance Monitoring & Evaluation Plan**
- ✓ **Institutional Capacities & Past Performance**
  - Organizational & Team Capabilities
  - Past Performance

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D. Application & Submission Requirements: Technical Application
Technical Narrative

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Technical Narrative

- **Approach & Methodology**
  - Context and Conflict Analysis
  - Gender Integration
  - Theory of Change
  - People to People (P2P) Approach

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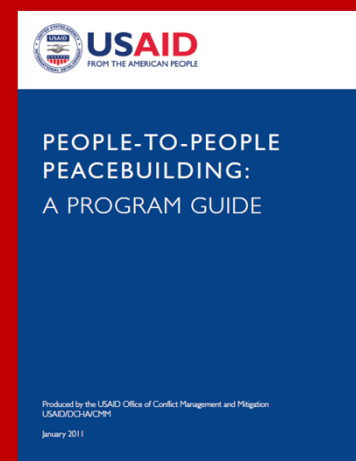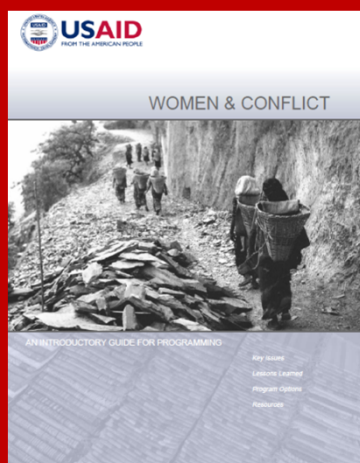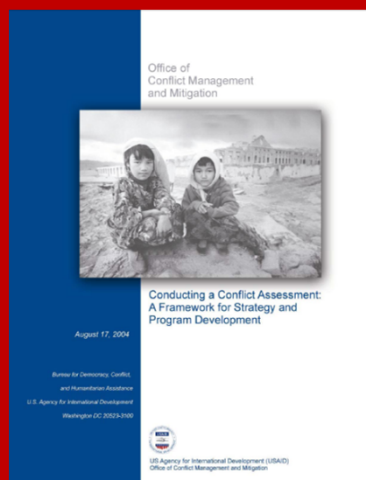
D. Application & Submission Requirements: Technical Application

Technical Narrative, Cont.

- **Implementation Plan**
  - Do-No-Harm
  - Local Engagement & Sustainability
  - Capacity Building Plan
- **Performance Monitoring & Evaluation Plan**
- **Institutional Capacities & Past Performance**
  - Organizational and team capabilities
  - Previously implemented programs

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D. Application & Submission Requirements: Cost Application

    1. Budget and Budget Narrative

- Budget (Microsoft excel)
- Budget Narrative (Microsoft Word)

2. Standard Forms - Forms SF-424, SF-424A, SF-424B, sign and submit electronically (do not count against page limits)

- Forms should be accessible on www.grants.gov
- IF NOT, use these links:

SF-424   http://www.epa.gov/ogd/AppKit/form/SF424.pdf
SF-424A http://idea.usaid.gov/sites/default/files/sf424a.pdf
SF-424B http://www.usaid.gov/kh/documents/SF%20424b%20Assurances%20-%20Non%20Contruction%20Programs.pdf

3. Breakdown of Costs

- Prime organizational costs
- Any sub-award costs
- Any cost shares, amounts contributed by the applicant
- Any contributions of non-USAID or private donors

D. Application & Submission Requirements: Evaluation Criteria

Approach & Methodology		40
Context & Conflict Analysis	10	
Theory of Change	15	
People to People Approach	15	
Implementation Plan, Sustainability, and Local Engagement		40
Implementation	20	
Do No Harm	10	
Local Engagement	10	
Monitoring & Evaluation Plan		5
Institutional Capabilities & Past Performance		10
Institutional Capabilities	5	
Past Performance	5	
Cost Realism and Cost Effectiveness		5
TOTAL		100

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E. Award & Administration Information: Pre-award Surveys

- USAID may perform a pre-award survey to assess the applicant's management and audit findings
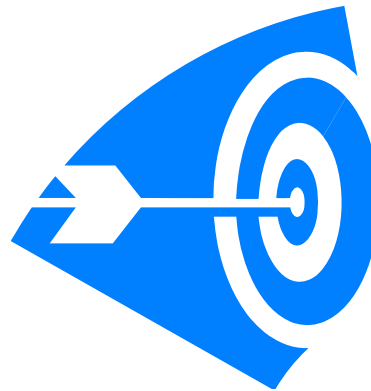

→ *See Pre-Award Survey Presentation*

E. Award & Administration Information: Types of Awards

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Grant - A legal instrument used when the principal purpose is the transfer of money, property, services or anything of value to a recipient in order to accomplish a public purpose of support or stimulation authorized by Federal statute and when substantial involvement by USAID is not anticipated.

Cooperative Agreement - A legal instrument used when the principal purpose is the transfer of money, property, services, or anything of value to a recipient in order to accomplish a public purpose of support or stimulation authorized by Federal statute and when substantial involvement by USAID is anticipated.

→ *Substantial Involvement* - USAID's active involvement in certain programmatic elements of the project as discussed between USAID and the recipient during the performance of the proposed activity.

E. Award & Administration Information: Types of Awards

Fixed Obligation Grant (FOG)

A type of grant where payments are based on the achievements of the milestones or outputs. The amount for each year of the FOG must not exceed $500,000 and the duration must not exceed three years.

Definitions in ADS Glossary: http://www.usaid.gov/policy/ads/

IV. Timeline, CMM 2012

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Jan.	Feb.	Mar	Apr	May	Jun	Jul	Aug	...
APS Issued: Jan. 18, 2012	Nepal Bidders' Conference: Feb. 24 & 27, 2012	**APS Deadline: March 9, 2012, 5 pm** *(Local Mission Time)* Nepal Mission: Review, write evaluations, recommend to DCHA/CMM →	DCHA/CMM: review; write evaluations, recommend awards		Successful Applicants: notification, negotiation, responsible determinations & award issuance → Process can take 6 months or longer			

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V. 2011 CMM Observations

- Geographic – all corners of the country
- Timely submission
- Followed guidelines
- Good analysis of local context
- Innovative
- Appropriate activities logically sequenced
- Mostly focused on capacity building
- Built on the successes of past/on-going programs
- Community contribution

V. 2011 CMM Observations, Cont.

Same proposals

Many activities vs. few activities

Lack minimum standard of English language

Lack detailed budget and narrative

Weak explanation

Mismatch between context and activities

VI. Question & Answer

Q&A

Your questions are welcome!
Thank you for your participation!
- *USAID/Nepal DG Team*

posted at:

http://nepal.usaid.gov/downloads/all-downloads/category/2-democracy-and-governance.html